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THE OFFICIAL ORGAN OF THE  
**Library Assistants' Association.**

Edited by  
**W. BENSON THORNE,**  
Bromley Library, 126 Brunswick Road, E.



**SEPTEMBER, 1903.**

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**No. 69.**

## SOME COTGREAVE LIBRARY AIDS. A FEW TESTIMONIALS.

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"LIBRARY CONSTRUCTION, ARCHITECTURE, FITTINGS AND FURNITURE.  
By F. J. BURGOWNE.

"The Cotgreave Indicator is that in use in the majority of the British Free Libraries."

#### "THE SCOTSMAN."

"All the London Free Public Libraries which use indicators, except one, have adopted the Cotgreave System, which has been found to work well."

N.B.—See also "Greater London," by E. Walford, M.A., F.S.A. (page 360): "Methods of Social Reform," by Prof. W. Stanley Jevons, M.A., F.R.S., LL.D.; "Public Libraries," by T. Greenwood, F.R.G.S.; &c., &c.

As a matter of fact it will be found in about nine-tenths of the Libraries using Indicators Over 350 Institutions are now using it.

Recently adopted at the Birmingham, Cologne, and many other Libraries.

\* Sixty-two Public Libraries in London and the Metropolitan area are using it.

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### The Simplex Shelf Supports

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WESTMINSTER REVIEW.—"It has been left to Mr. Cotgreave to compile a work which supplies precisely the information required by the general reader."

SATURDAY REVIEW.—"It represents a vast amount of work, and will be prized by students of current literature."

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SCHOOL GUARDIAN.—"This is a very valuable book of reference."

Views and Memoranda of Public Libraries (several hundred illustrations). Subscription price 7/6, when published 10/6 net.

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166a, Romford Road, Stratford, London, E.





# The Library Assistant:

*The Official Organ of the Library Assistants' Association.*

No. 69.

SEPTEMBER, 1903.

Published Monthly

## ANNOUNCEMENTS.

Through lack of support the projected visit to Burnham Beeches has had to be abandoned.

Very few essays for the Prize Competition were received.

On another page the Programme for the 1903-4 Session will be found. Unless otherwise stated, all meetings will be held at the St. Bride Foundation Institute, Bride Lane, Ludgate Circus, E.C., and invitation is extended to all assistants whether members of the Association or not. It will be observed that the papers to be read are without exception on practical and important subjects, so that assistants who wish to increase their knowledge of library matters will do well to attend whenever possible. Further particulars will be printed each month.

## DONATION TO THE L.A.A. LIBRARY.

We have pleasure in acknowledging from Mr. Guppy, of the John Rylands Library, a series of useful and interesting papers for the L.A.A. Library. The first is the initial issue of the Quarterly Bulletin of the Rylands Library, which is designed "to record the titles of works acquired for the library during the quarter preceding the date of each issue, in order that students, not only in Manchester, but also in other and distant parts of the world, may be kept informed of the growth of its collections." It is also hoped that reading lists on specific subjects and articles on special collections or famous books, may from time to time be included. This first number is an elaborate affair, quarto in size, on special paper with deckle edges, and containing 57 pages.

There is a pamphlet by Mr. J. P. Edmond, Librarian to the Earl of Crawford, entitled: "Suggestions for the description of books printed between 1501 and 1640," with examples. This is a very helpful paper as we know from experience. Somewhat similar is Augustus de Morgan "On the difficulty of correct description of books." This has an introduction by Mr. Guppy, which tells how this paper was written for the "Companion to the Almanac" for 1853. It is none the less interesting and

instructive in spite of the 50 years which have passed since it was first printed.

A fine specimen of printing is the brochure entitled: "The John Rylands Library, Manchester: a brief description of the building and its contents, with a descriptive list of the works exhibited in the main library." Printed for private circulation in July, 1902. There are also two papers by Mr. Guppy—"The Cataloguing of anonymous literature," and "French fiction and French juvenile literature for the Public Library," both reprinted from the "L.A. Record." These, together with the "Synopsis of Lectures," delivered before the Sixth Meeting of the Summer School of the L.A. N.W. Branch, form one of the most acceptable gifts made to the Library for a long time, and the thanks of the Association are due to the donor for his kindly thought in forwarding them.

#### SESSIONAL PROGRAMME. 1903-1904.

The attention of members is drawn to the following arrangements for next Session, which it is hoped will be fully carried out. Further notice of meetings will be given in our columns from time to time. *Unless otherwise stated, they will be held at the Headquarters of the Association, St. Bride Institute, Bride Lane, E.C., at 7.30 for 8 p.m.* All library assistants, whether members or not, are cordially invited to attend.

#### AUTUMN HALF-SESSION.

1903.

##### Oct. 7. **Inaugural Meeting.**

To be held at the St. George Public Library, Stepney, by kind invitation of the Stepney Library Authority. Visitors will assemble in the afternoon to view the Royal Mint and Tower of London, and an address will be delivered in the evening by Mr. A. Cawthorne, the Borough Librarian. Further details later.

##### Nov. 11. **Classification in the Patent Office Library;** by E. WYNDHAM HULME, Librarian.

Local meeting to be held at the Patent Office at 7.30 *sharp*. Members will be taken round the Library after the paper.

##### Dec. 16. **Committee Work;** by L. STANLEY JAST, Croydon Public Libraries. Discussion to be opened by R. F. Bullen.

#### SPRING HALF-SESSION.

1904.

##### Jan. 13. **Books in Relation to National Efficiency;** by SIDNEY LEE.

- Feb. 10. **Lending Library Bookbinding**; by A. J. PHILIP, Hampstead Public Libraries. Discussion to be opened by S. A. Hatcher.

Will describe new cloth binding recently adopted at Hampstead, and exhibit specimens.

- Mar. 2. **Prize Essay Reading**. Local meeting at West Ham.

- Mar. 16. **Records and Research Work**; by P. EVANS LEWIN, Port Elizabeth Public Library. Discussion to be opened by W. B. Thorne.

Deals with the part of the Public Library in our national and local records. [Will be read by a member of Committee.]

- April 20. **The Newspaper of To-Day and the Importance of Our Public Newsrooms**; by G. E. ROEBUCK, Stepney Public Libraries. Discussion to be opened by W. J. Harris.

- May 11. **The Principles of Annotation**; by JAS. DUFF BROWN, Finsbury Public Libraries. Discussion to be opened by A. J. Philip.

- June 8. **Annual Meeting**.

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#### TWO RECENT ADVERTISEMENTS.

We print the following, which are the duties required of the Librarian to be appointed at the Aylesbury Literary Institution:

To live upon the premises, keep the building and contents in a clean and proper condition, and attend to the lighting and warming thereof; to act as Librarian and be in attendance for the issue and return of books on such days as the Committee shall determine; to see that the Magazines and Newspapers are properly supplied, stamped and arranged on the tables, to collect all monies and subscriptions and pay the same to the Secretaries each week; to act as Billiard Marker, and, if required, undertake catering for the members; to devote his whole time to the duties, and generally carry out the instructions and requirements of the Committee.

Variety is charming, and no doubt it would be a welcome relief to the monotony of cataloguing, to spend an alternate hour at the refreshment bar, serving ginger beer and sandwiches, to say nothing of the excitement of an occasional "hundred up" in the billiard room!

In a recent issue of the "Surrey Comet" the Kingston-on-Thames Public Library advertised for a junior, who was not to be under 16, and preferably one who had passed the Junior Oxford or Cambridge local examinations. For this they were prepared to pay £18 10s. per annum, increasing at the rate of £3 5s. per annum to a maximum of £45 15s.; salary to be paid

weekly. As a correspondent points out, the lad would start the job drawing 7s. 1½d. per week, and when he was 25 years of age, having reached the maximum, he would be in receipt of the princely salary of 17s. 7<sup>2</sup>/<sub>13</sub>d. per week!

#### NOTES, NEWS, AND COMMENTS.

**Abuse of Reading Rooms.**—In the *Standard*, *Daily News*, *Cardiff News*, and other papers, there have been sundry comments and suggestions for restricting Reading Rooms to bona-fide readers, and repressing the ubiquitous somnolent individual. This is a new phase of the "big gooseberry" and "sea serpent" business so familiar at this time of year.

**Annfield Plain.**—The Public Libraries Acts have been adopted by the Annfield Plain Urban District Council (near Newcastle).

**Bishop's Stortford.**—A public library is proposed as part of the memorial to Cecil Rhodes in his native town of Bishop's Stortford. Mr. Carnegie is to be applied to for financial help.

**British Museum.**—A correspondence was carried on in the *Daily Chronicle*, August 7th to 13th, concerning the behaviour of attendants and other small grievances in the Reading Room. The complaining letters were apparently from one or two chronic grumblers.

#### Carnegie Donations:—

Birkdale (nr. Southport)	£5,000.
Bournemouth ...	£10,000 for four branches.
Dublin ...	£28,000.
Erith (Kent) ...	£7,000.
Exmouth ...	£3,000.
Ilford ...	£10,000.
Ince (Lancs.) ...	£5,000 (declined).
Kensal Rise ...	£3,000 for extension.
Peterborough ...	£6,000.
St. Helens (Sutton & Newtown districts)	£6,000.
Teddington ...	£4,000 for a new building.
Walsall ...	£8,000.
Yarmouth ...	£5,000 for extension.
Yarmouth ...	£2,000 for branches.

**Chatham.**—The "Cotgreave" Indicator has been adopted at the new library here.



**Dunfermline.**—When Mr. Carnegie's father began house-keeping in Moodie Street, Dunfermline, a number of young men met and resolved to bring all their books into one place, and thus form a library. When collected they only numbered twenty volumes, and the members of this early library—of which Mr. Carnegie's father was one of the first officials—agreed to tax themselves to the extent of a few pence a month. From this fund they purchased Watt's "Logic," "Improvement of the mind," Beattie on "Truth," Campbell on "Miracles," and "The Gospel its own witness." This was the beginning of the Tradesmen's Library of Dunfermline, and it is interesting to note that the Institute was merged in the Carnegie Free Library founded by the distinguished Scots-American twenty years ago. Visitors to Dunfermline seldom leave the town without seeing Moodie Street and the humble cottage in which the millionaire first saw the light.—*Westminster Gazette*.

**Hackney.**—In the *Daily News* of August 31st is a letter from a prominent ratepayer, appealing for the establishment of a public library in this large Borough, which would complete the circle of educational institutes provided.

**Harwich.**—The question of adopting the Public Libraries Acts has been referred to the Corporation School Committee with power to take a poll of the borough if they think desirable.

**Lewisham.**—The design of Mr. Albert L. Guy, A.R.I.B.A., has been accepted by the Borough Council for the public library at Lower Sydenham. The building will be of red brick with sandstone dressings.

**Librarians' Salaries.**—In the *Globe* of August 5th and 6th attention was called to the inadequate remuneration of librarians and their assistants, especially in small localities. The wish was expressed that Mr. Carnegie's enthusiasm might extend itself in this direction.

**Lord Goschen and Mr. H. G. Wells on Public Libraries.**—In the *Times* of August 13th a speech by the former at Oxford is reported. It was delivered at the opening of the proceedings of the University Extension Conference, and dealt with the relationship which ought to exist between that body and the public library. Mr. Wells writes in the August number of the *Fortnightly Review*, in the ninth chapter of his "Mankind in the making," which treats particularly of the organization of higher education. As is usual nowadays, he complains that the public library is not fulfilling its purpose, and suggests the formation of an

association which shall publish periodical guides to the best literature in all classes, and to work in conjunction with the library authorities.

**New York Public Library.**—There is at present on view a collection of dinner menu cards gathered together by a lady member of the staff of the Astor Library. Over 11,000 specimens have been collected in the course of about three years. They have come from all parts of the world, and are written in every language of civilised man. Some are of great historical interest.

**Northfleet.**—The following advertisement has been published by the District Council, viz.:

"Notice is hereby given that at a Special Meeting of the Northfleet Urban District Council, duly convened and holden at the Council Chamber on Tuesday, the 18th day of August, 1903, at seven p.m., the following resolution was passed unanimously, namely:

"That the Public Libraries Acts, 1892 to 1901, be adopted for the District of Northfleet, and that such adoption come into operation on the first day of October, 1903."

"Dated this 19th day of August, 1903.

"CHAS. E. HATTEN, Clerk."

**Scunthorpe, Lincs.**—The foundation stone of the new public library has been laid, for the building of which Mr. Carnegie has given the sum of £1500.

**Shakespeare Memorial Library.**—This Library, which was begun exactly forty years ago in Birmingham with little over 1,000 volumes, now contains 11,489. Amongst its treasures are a copy of the first folio (1623), in excellent condition; copies of the second folio (1632); third folio, first issue (1663); third folio, second issue (1664); and fourth folio (1685); and a set of reprints of the early quartos, forty-eight volumes. The Library, we learn, may be said to contain practically every edition and every translation of Shakespeare; all the commentators—good bad and indifferent; in short, every known book connected with the life or the works of our great poet. An index to the library, consisting of 265 pages, has just been issued, from which it appears that there are editions of Shakespeare in the collection in the following languages, in addition to English, French, and German:—Bohemian, Croatian, Danish, Dutch, Finnish, Flemish, Frisian, Greek, Hebrew, Hungarian, Icelandic, Indian, Italian, Latin, Norwegian, Polish, Portuguese, Roumanian, Russian, Ruthenian, Serbian, Spanish, Swedish, and Welsh.

**Southend.**—By ten votes to eight the Town Council have decided to accept Mr. Carnegie's offer of £8,000, and to adopt the Acts, which will come into force in December next.

**The Heywood, Rawtenstall, and Wakefield Councils** are advertising for competitive designs for new libraries.

**We are informed** that a cheap elementary book, on original lines, dealing with British library practice, is in course of preparation, and that publication may be expected shortly.

#### LIBRARY PUBLICATIONS RECEIVED.

Bournemouth Public Library: Tenth Annual Report, 1902-3.  
(CHARLES RIDDLE, Librarian).

Croydon Public Libraries: The Readers' Index, Sept.—Oct.  
Edited by L. STANLEY JAST, Chief Librarian.

Opens with some running remarks on the notable books of the year, with references to several of the more authoritative reviews. We believe this to be a new idea, and certainly it seems to be a wise move to bring the best books prominently under the notice of readers. There is a useful classified and annotated Reading List on Astronomy, compiled by H. T. Coutts, which is got out in connection with a course of 25 lectures to be given on the subject.

Leyton Library Magazine: August. Edited by Z. MOON.

Contains a reproduction from a curious old picture of the Dunmow Procession in connection with the famous Dunmow Flitch; a continuation of the biographical index to Essex, and the usual annotated list of recent additions.

Manchester Public Libraries Quarterly Record. Vol. VII., No. 1. Edited by E. AXON.

List of recent additions, and list of Parliamentary papers published between January and March, 1903.

Stepney Public Libraries: List of Embossed Books Provided for the Blind.

A brief author and title list, running into ten pages. All kinds of books are represented—from Euclid down to Doyle's "Adventures of Sherlock Holmes"—including a dictionary. The style of embossing employed in each case is placed in parenthesis after the title. In view of the labour expended upon it this Library for the Blind deserves the success it has attained.

Tottenham Public Libraries: Report for the year ending March, 1903. (F. J. WEST, Librarian.)

West Ham Library Notes, April—June. Edited by A. CORGREAVE, Chief Librarian.

Includes an interesting article entitled "The Mutability of Literature: A colloquy in Westminster Abbey," together with the usual annotated lists of additions. There are also three illustrations, one of which is a very nice photograph of Andrew Marvell's cottage at Highgate, in existence so late as 1868. Altogether this is an interesting and useful number, and will doubtless be appreciated by readers in West Ham.

Willesden Green Public Library: Ninth Annual Report, 1902-3. (F. E. CHENNEL, Librarian).

An interesting report telling of much good work done. Open access has been experimented in by placing about 400 books on open shelves. These are changed every day, so the report says, and a better non-fiction percentage is supposed to have resulted.

#### APPOINTMENTS.

\*BATTY, Mr. T. W. E., First Assistant at the South Branch, to be First Assistant at the Central Library.

BELL, Mr. E. J., of Shepherd's Bush, to be Junior Assistant at the South Branch Library.

\*HAWKINS, Mr. W. G., Senior Assistant at the Central Library, to be Sub-Librarian.

\*LEWIN, Mr. P. Evans, of Woolwich, to the Public Library, Port Elizabeth, S.A.

We very much regret losing Mr. Lewin so soon after his election on Committee as well as for other reasons, nevertheless we wish him every happiness in his new sphere, and trust that prosperity may attend him. Mr. Charles Welch, of the Guildhall, made the appointment.

\*WARMAN, Mr. A. J., of Newport (Mon.), to be Librarian of the Evesham Public Library.

\* Members of L.A.A.

#### NEW MEMBERS.

**Senior.**—Miss EMILY P. BIBBY, Blackley Branch Library Manchester.

Miss MARGARET J. HOYLE, Widnes.

**Junior.**—H. HENDERSON, Liverpool Lyceum.  
G. PHILPOT, Whitechapel.

#### NOTICES.

All matter for October Journal should be sent to the Hon. Editor before September 19th.

All other communications should be addressed to the Hon. Secretary, Mr. G. E. ROEBUCK, PUBLIC LIBRARY, 236, CABLE STREET, E.





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# The Public Library Systems

... OF ...

**GREAT BRITAIN, AMERICA ...**

 **AND SOUTH AFRICA,**

By **BERTRAM L. DYER,**

(Librarian of Kimberley, Hon. Member of the L.A.A., Member  
of the S.A.A.A.S., S.A.P.S., S.A., &c., &c.)

Being a reprint (with addenda) of a paper read at the first Congress of the South African Association for the Advancement of Science, held at Cape Town, April-May, 1903.

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Copies may be had from the **Author**, or from **Mr. W. G. Chambers**, Public Library, Woolwich, S.E.

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**METROPOLITAN BOROUGH OF WOOLWICH.**

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## **Library Assistant.**

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The Council of the Metropolitan Borough of Woolwich require the services of a Senior Assistant in the Public Library. Salary commencing at £90 per annum. Applicants to be under the age of thirty years, and to have had previous experience in Library work. Applications, in Candidate's own handwriting, enclosing copies of three recent Testimonials, to be endorsed "Library Assistant," and to be sent to me at the Town Hall, Woolwich, not later than **TUESDAY, SEPTEMBER 15TH**. Candidates will be required to devote the whole of their time to the duties of their appointment. Canvassing the members of the Council will disqualify.

By Order,

**ARTHUR B. BRYCESON,**

*Town Clerk.*

TOWN HALL, WOOLWICH.

*2nd September, 1903.*

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The fact that they are binders under contract to a large number of Public Libraries is sufficient proof that in this particular line they are difficult to beat.

**J. HENRY QUINN,**

*Chief Librarian and Clerk to the Commissioners.*

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**PARTICULARS, PRICES, AND SAMPLES ON APPLICATION.**

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# **J. BANTING & SON**

**Bookbinders and Booksellers,**

**KING'S ROAD, CHELSEA, LONDON.**

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